

**Council Chambers, Municipal Building, Baraboo, Wisconsin  
Tuesday, June 11, 2019 – 7:00 p.m.**

Mayor Palm called the regular meeting of Council to order.

Roll call was taken.

Council Members Present: Wedekind, Kolb, Plautz, Sloan, Petty, Ellington, Alt, Kierzek, Thurow  
Council Members Absent:

Others Present: Chief Schauf, Clerk Zeman, Adm. Geick, Atty. Truman, T. Pinion, C. Haggard, M. Hardy, Jay Smith, Larry & Denise Brown, members of the press and others.

The Pledge of Allegiance was given.

Moved by Ellington, seconded by Alt and carried to approve the minutes of May 28, 2019.

Moved by Alt, seconded by Wedekind and carried to approve the agenda.

**Compliance with the Open Meeting Law was noted.**

**PRESENTATION**

- The Mayor presented the GEM Award to Jay Smith.

**PUBLIC HEARING**

The Mayor announced that this is the published date and time to hear public comment concerning proposed new sidewalks and the levying of assessments against benefited properties on portions of Lake Street (between Springbrook Drive & Walnut Street) and Elizabeth Street (between 15<sup>th</sup> Street & 16<sup>th</sup> Street). New curb & gutter is planned where no curb & gutter exists for the following location at Lake Street (between Springbrook Drive & Walnut Street).

- Matt Hart, 1720 Elizabeth Street, #8, Baraboo is president of the Hilltop Condo Association and is in favor of the proposed sidewalk on Elizabeth. Many elderly residents live in this 14-unit condo association and walking to the hospital, clinic, pharmacy, etc., can be treacherous for this one block. The important thing is safety. He would like to see 4' sidewalk here as a safe place for people to walk.
- Kenneth Dolan, 900 Lake Street, Baraboo, did not wish to speak.
- Keri Olson, 1720 Elizabeth Street, #4, Baraboo also serves on the Board of Directors for the Hilltop Estates Owners Association. She is personally an advocate for the City's sidewalk policy. She appreciates the effort the City is making to create a network of sidewalks throughout our community in order to safely accommodate pedestrians. As a member of the Hilltop Estates Owners Association, in keeping with the width of the existing sidewalk of their block, she respectfully requests that the City construct a 4' wide sidewalk between 15<sup>th</sup> and 16<sup>th</sup> Streets instead of the standard 5' wide.

No one else spoke and Mayor Palm closed the public hearing.

**PUBLIC INVITED TO SPEAK** – None.

**MAYOR'S COMMENTS**

The Mayor announced that he will be taking letters and resumes from applicants for the Police & Fire Commission position vacated by Merle Alt. Applicants must submit by June 21<sup>st</sup>.

**CONSENT AGENDA****Resolution No. 19-42**

THAT the Accounts Payable, in the amount of \$ 607,714.70 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

Moved by Wedekind, seconded by Kolb and carried that the Consent Agenda be approved-9 ayes.

**NEW BUSINESS****Resolutions:****Resolution No. 19-43**

THAT the City of Baraboo enter into a Memorandum of Understanding with the Friends of the Baraboo Zoo to provide fundraising for future exhibit improvements at the Ochsner Park Zoo.

Moved by Petty, seconded by Ellington and carried that **Resolution No. 19-43** be approved-9 ayes.

**Resolution No. 19-44**

That a permanent easement for a paved driveway, not exceeding 12 feet in width is hereby granted by the City of Baraboo to the property owner of 203 Badger Drive as described in the attached Easement Agreement.

Moved by Ellington, seconded by Petty and carried that **Resolution No. 19-44** be approved-9 ayes.

**Resolution No. 19-45**

To accept the proposal for recruitment services from GovHR for the purpose of recruiting a new City Administrator at an estimated cost of \$19,000 plus out of pocket expenses for services and to authorize the Mayor and City Clerk to sign the contract.

Moved by Sloan, seconded by Petty and carried that **Resolution No. 19-45** be approved-9 ayes.

**Resolution No. 19-46**

**FINAL RESOLUTION AUTHORIZING PUBLIC IMPROVEMENT AND  
LEVYING SPECIAL ASSESSMENTS AGAINST BENEFITTED PROPERTY IN  
BARABOO, WISCONSIN**

WHEREAS, the governing body of Baraboo, Wisconsin, held a public hearing in the Council Chambers of the City Hall at 101 South Blvd, Baraboo, WI 53913 at 7:00 p.m. on the 11<sup>th</sup> day of June 2019, for the purpose of hearing all interested persons concerning the Preliminary Resolution and report of the City Engineer and final assessments against benefitted properties on the proposed public improvements consisting of installation of sidewalk and curb & gutter and heard all persons who desired to speak at the hearing.

The property to be assessed lies within the following described assessment district:

**ASSESSMENT DISTRICTS**

**New Sidewalk** – That property on:

- Lake Street (from Hill Street to Springbrook Drive) – approximately 5,550 sq ft.
- Elizabeth Street (from 15<sup>th</sup> and 16<sup>th</sup> Streets) – approximately 1,650 sq ft.

**New Curb & Gutter** – That property on:

- Lake Street (from Sumac Street to Springbrook Drive) – approximately 2,350 feet.

NOW, THEREFORE, BE IT RESOLVED, the City of Baraboo, Wisconsin, determines as follows:

The Report of the City Engineer, a copy of which is on file in the office of the City Engineer is incorporated herein by reference as if fully set forth herein, and the plans and specifications and assessments set forth therein are adopted and approved.

The City Engineer has advertised for bids and will supervise the construction of the improvements in accordance with the report hereby adopted.

Payment for the improvements shall be made by assessing 100% of the final construction cost to the property benefited as indicated in the report.

Assessments shown on the report represent an exercise of the police power and have been determined on a reasonable basis and are hereby confirmed.

Assessments for all projects included in the report are hereby combined as a single assessment but any interested property owner may object to each assessment separately or all assessments jointly for any purpose.

6. The assessments shall be paid to the City Treasurer in full within 30 days from the date of invoice, except that the following payment options are available:

- Pay in full within 30 days to avoid interest charges.
- 3-year installment agreement for assessments between \$500 and \$1,000. Pay 1/3 down within 30 days of date of invoice and sign an installment agreement. For sidewalk projects completed in conjunction with street reconstruction, the interest rate will be the prime lending rate at the time of the agreement plus 1½%. For sidewalk projects completed independent of street reconstruction, the interest rate will be the prime lending rate at the time of the agreement. Interest is charged starting 30 days after the invoice date and future installments will be entered on the tax roll for collection.
- 5-year installment agreement for assessments between \$1,000 and \$5,000. Pay 1/5<sup>th</sup> down within 30 days of date of invoice and sign an installment agreement. For sidewalk projects completed in conjunction with street reconstruction, the interest rate will be the prime lending rate at the time of the agreement plus 1½%. For sidewalk projects completed independent of street reconstruction, the interest rate will be the prime lending rate at the time of the agreement. Interest is charged starting 30 days after the invoice date and future installments will be entered on the tax roll for collection.
- 7-year installment agreement for assessments between \$5,000 and \$9,999. Pay 1/7<sup>th</sup> down within 30 days of date of invoice and sign an installment agreement. For sidewalk projects completed in conjunction with street reconstruction, the interest rate will be the prime lending rate at the time of the agreement plus 1½%. For sidewalk projects completed independent of street reconstruction, the interest rate will be the prime lending rate at the

time of the agreement. Interest is charged starting 30 days after the invoice date and future installments will be entered on the tax roll for collection.

- 10-year installment agreement for assessments over \$10,000. Pay 1/10<sup>th</sup> down within 30 days of date of invoice and sign an installment agreement. For sidewalk projects completed in conjunction with street reconstruction, the interest rate will be the prime lending rate at the time of the agreement plus 1½%. For sidewalk projects completed independent of street reconstruction, the interest rate will be the prime lending rate at the time of the agreement. Interest is charged starting 30 days after the invoice date and future installments will be entered on the tax roll for collection.
- Financial Hardship. A property owner who has a household income which is 80% or less of the medium income in Sauk County based upon the current published figures shall be eligible to repay the City for the assessment at the rate of \$100 per year plus annual interest of 1% until paid. The Community Development Authority staff shall verify low-income eligibility and shall make a recommendation as to such eligibility to the City Council. If there is an outstanding balance at the time of sale or transfer of the property, the remaining balance shall become due. A property owner requesting financial hardship eligibility shall submit a copy of their current year State of Wisconsin tax return if filed, or otherwise show proof of annual household income.
- Balance on Tax Roll. If the property owner does not pay in full within 30 days from the invoice date or qualify for an installment plan, the entire balance will be placed on the next tax roll for collection with interest added at 1% per month.

In all cases, the deferral of payment shall become immediately due and payable to the City, without notice, if the property owner defaults in the payment of any installment for a period of 30 days following the specified due date thereof, or if the property owner shall transfer, sell or convey any legal or equitable interest in the lot or parcel subject to the special tax herein. If all or any part of any installment payment is not made in accordance with the terms of this resolution, the entire unpaid principal balance, together with the accrued interest thereon, shall at the City's option shall be deemed to be delinquent and said amount shall be extended upon the current or next tax roll as a delinquent special tax against the subject lot or parcel of land and immediately upon being placed on the tax roll as a delinquent special tax, interest shall accrue thereon at the then existing rate for delinquent taxes and all proceedings in relation to the collection, return and sale of property for delinquent real estate taxes shall apply to such special packs.

7. The City Clerk shall publish this Resolution as a Class 1 notice under ch. 985, Stats., in the assessment district and mail a copy of this Resolution and a statement of the final assessment against the benefited property together with notice of installment payment privileges to every property owner whose name appears on the assessment roll whose post office address is known or can with reasonable diligence be ascertained.

Moved by Wedekind, seconded by Kolb and carried that **Resolution No. 19-46** be approved-9 ayes.

#### **ADMINISTRATOR AND COUNCIL COMMENTS**

Adm. Geick noted that there will be an Open House for the Wastewater Treatment Plant on June 24, 2019.

**REPORTS, PETITIONS, AND CORRESPONDENCE**

The City officially acknowledges receipt and distribution of the following:

**Reports:** May, 2019 Building Inspector

**Minutes from the Following Meetings:**

**Finance/Personnel Committee – Dennis Thurow Committee Room, #205**

**May 28, 2019**

**Members Present:** Thurow, Sloan

**Absent:** Petty

**Others Present:** Mayor Palm, E. Geick, E. Truman, B. Zeman, C. Haggard, W. Peterson, P. Cannon

**Call to Order** –Ald. Sloan called the meeting to order at 6:00 p.m. noting compliance with the Open Meeting Law. Moved by Thurow, seconded by Sloan to approve the minutes of May 14, 2019 and carried unanimously. Moved by Thurow, seconded by Sloan to approve the amended agenda. Motion carried unanimously.

**Action Items**

- a) **Accounts Payable** – Moved by Thurow seconded by Sloan to recommend to Council for approval of the accounts payable for **\$253,808.58**. Motion carried unanimously.
- b) **Street Improvement Projects** – W. Peterson noted that there are three significant projects for 2019 – Lake Street and Washington Ave reconstruction and Broadway Mill & Overlay. The total of the three projects together is \$1,844,650. Of this amount, storm will be paying about \$305,000 and water will be paying about \$108,000. There will be sidewalk and curb and gutter that will be assessed. On the general fund, we will be about \$160,000 short and water will be about \$85,000 short. A recommendation to cover these shortages will be made at a future meeting. As for water, they will be cancelling their lead service replacement project and downscaling another project to cover these funds. Moved by Thurow, seconded by Sloan to approve the bids from Gerke Excavating Inc. for Lake Street and Washington Avenue reconstructions and D.L. Gasser for Broadway Mill & overlay projects. Motion carried unanimously.
- c) **Amendment to the current Cell Phone Tower Lease between the City and Wisconsin RSA #8 LP (d/b/a Verizon Wireless)** C. Haggard explained that this is an amendment to our current agreement. We were approached with three options for this year. Because it is the City's true intent to lease this tower out, the favored option is the \$45,000 bonus and extending the lease out to 2058. Moved by Thurow, seconded by Sloan and carried unanimously to recommend to Council for action.
- d) **Accept the 2019 CDBG for CLOSE-Public Facilities in the amount of \$799,527.67** E. Geick noted that the state has approved our application and these funds will be used towards the Lake Street project. P. Cannon noted that this also helps the CDA because they will then be able to take all of our loans, pay them off, and they become the CDA's as a revenue stream. Moved by Thurow, seconded by Sloan and carried unanimously to recommend to Council for action.
- e) **Accept memo from Patrick Cannon, Community Development Authority (CDA) Director on Economic Development Loan** Program P. Cannon explained that with the CDBG program going away with the CLOSE program, the City has talked several times about how to create a new Economic Development Loan Program. The CDA Board has directed P. Cannon to draft a manual which is going to primarily follow the current CDBG program under HUD rules with the elimination of the HUD regulations that he felt was not necessary. Because it will take some action by Council to create this fund, P. Cannon is looking for a formal action on this. Moved by Thurow, seconded by Sloan and carried unanimously to accept memo.
- f) **Accept the proposed revisions to the City Administrator position ordinance** Atty. Truman advised the committee that some language was inadvertently left out when original approved. No action taken at Finance; a motion at Council to make the amendment.

**Informational Items**

- a) City Attorney's report on insurance claims
  - o Claim Denial – Brian & Chrystin Luetkens requested reimbursement of approximately \$1,607.00 due to alleged sewer backup into their basement.
  - o Claim Denial – Randy Wilkinson requested approximately \$210.00 due to alleged sewer backup into his basement.
- b) Councilmember Training: Council Handbook – Because Joel Petty is absent from tonight's meeting, Atty. Truman requested that this be postponed to the next Finance meeting.

**Adjournment** – Moved by Sloan, seconded by Thurow and carried to adjourn at 6:14pm.

**Minutes of the Public Safety Committee Meeting**

**April 29, 2019**

**Members Present:** Phil Wedekind, Tom Kolb, and Mike Plautz. **Others Present:** Tom Pinion, Mayor Palm, Fire Chief K. Stieve, Atty. Emily Truman, Wade Peterson, Tony Gilman, Mary Hultman, Jessica Bergin, Carey Kipp, and Ben Bromley.

**Call to Order** - Committee Chairman Phil Wedekind called the meeting to order at 1:00 P.M. at Baraboo City Service Center. Compliance with the Open Meeting Law was noted. It was moved by Kolb, seconded by Plautz to approve the agenda

as posted. Motion carried unanimously. It was moved by Plautz, seconded by Kolb to approve the minutes of the March 4, 2019 meeting. Motion carried unanimously.

### **New Business**

- a. Review and recommendation to close Oak Street, between 2<sup>nd</sup> and 5<sup>th</sup> Streets, and 3<sup>rd</sup> and 4<sup>th</sup> Streets/Avenues, between Broadway and Ash Street for a Special Event – “Fair on the Square”, on May 11<sup>th</sup> from 6AM to 5PM, sponsored by Downtown Baraboo, Inc. – Engineer Pinion presented background to the Committee regarding charges to Special Event application. It was moved by Kolb, seconded by Plautz to approve the request as presented. Motion carried unanimously.
- b. Consider designating two additional Handicap Parking Stalls on the north side of 4<sup>th</sup> Avenue in front of Baraboo Public Library – Pinion presented background to the Commission. After a brief discussion, Kolb moved, Plautz seconded to approve designating two additional Handicap Parking Stalls on the north side of 4<sup>th</sup> Avenue in front of the Library as requested. Motion carried unanimously.
- c. Consider revising Section 7.09(3)(f)(l) of the Traffic Code to convert the westerly four of the existing twelve 8-hour parking stalls on the north side of 4<sup>th</sup> Avenue between Broadway and Birch Street to 30-minute stalls and the remaining eight 8-hours stalls to 2-hour stalls – Kolb moved to convert the westerly four of the existing twelve 8-hour parking stalls on the north side of 4<sup>th</sup> Avenue between Broadway and Birch Street to 30-minute stalls and the remaining eight 8-hour stalls to 2-hour stalls as requested. Plautz seconded the motion. Motion carried unanimously.
- d. Consideration of Asbestos Abatement Proposals for 314 Depot Street – Pinion presented background. He said a request for proposal was sent to five contractors, two proposals were received. He said it was Staff's recommendation to award the proposal to Dirty Ducks Cleaning. It was moved by Kolb, seconded by Plautz to award the contract to Dirty Ducks Cleaning in the amount of \$10,885.00. Motion carried unanimously.
- e. Update on status of effort to convert existing shared private driveway between Elizabeth and Camp Streets, from 2<sup>nd</sup> Street to 4<sup>th</sup> Street, to a public alley right-of-way and discuss the scope of a future alley reconstruction project – Pinion presented a detailed background regarding this matter. He said after a very long time, all 17-property owners have signed Quit Claim Deeds, this can now be dedicated as a public alley and public funds can be spent. He stated that the reason this is on the agenda is because this area does get periodic flooding. He said that he has spoken with property owners informally and has indicated that if there is a storm sewer extension there, if one can actually be placed there, and if it can be done, according to the City's assessment policy, this would be a public improvement, and the cost would be assessed 100% to the benefitting property owners. Kolb felt that flooding event will become more frequent and those properties will be under water. He feels that the Stormwater Utility was created to fix problems like this. He said that he does not see a problem in using the Stormwater Utility to fix the problem. After a lengthy discussion, Pinion said that this could not be done from the Utility in 2019; however, because it will be determined as a public alley it will be patched. He said he will put together a resolution, formally accepting the Quit Claim Deeds as public right-of-way, and will have a report as to whether the City can serve it.
- f. Review All-Way Stop Control Warrant Analysis for the 5<sup>th</sup> & Oak Intersection – Pinion gave background for this stop sign. He said that from the technical side the stop sign is not warranted; however, if the Commission feels compelled to and really believe one is needed, from qualitative standpoint, the Commission could rule that way. Kolb asked if interim steps to try to better control traffic, such as speed bumps, etc. before a stop sign. Plautz's concern is Nanny Park, because there is not a fence around it; therefore, he would be in favor of installing a 4-way stop sign. Jessica Bergin addressed the Committee saying that she lives close to the park and visits the park several times per week. She said that she has had several near accidents with her children. Chief Schauf said it is a short distance between stop signs, and when on foot, traffic is perceived to be going faster than actual speed. He said one of the biggest challenges as a police officer is that they deal with failure to yield from a stop sign and two more signs will be added. Therefore, the argument is that a 4-way stop will make people feel safety, but he hopes it does not give a false feeling and people will be running the stop sign. Pinion said another side effect of putting stop signs in where they never were is that people lose time and try to make up time between stop signs. It was stated that an increase in foot traffic at this intersection because of Coffee Bean Connection and other businesses pushed out to this area. It was moved by Plautz, seconded by Kolb to install a 4-way stop at the intersection of 5<sup>th</sup> and oak due to concern for public safety. Motion carried 2-1, Wedekind voting no.
- g. Consideration of a proposed amendment to Section 9.03 of the General Code of Ordinances, Throwing or Shooting of Arrows, Stones and Other Missiles – Chief Schauf that as the Code is writing now, it does not allow any exception to throwing of missiles, anything that may leave one's property. He said that there is a group that has approached the Library to do an educational mini rocket launch. He said what the change in the Code would allow the Chief of Police to authorize an organization to have an event like this for educational purposes where people would be able to launch a toy rocket. Kolb questioned what parks would be allowed. Schauf said that it would be allowed in any of the main City parks; however, they would have to have permission from him to do so. Schauf said that precautions would be done before the event, similar to fireworks. He said part of the conversation has been with the Airport, if something were going to go more than 200-300 feet, there would be restrictions; the glide path for the airport is 400 feet. Schauf the goal for this is for educational purposes. Kolb moved, Plautz seconded to approve the proposed amendment as presented. Motion carried unanimously.

- h. Consideration of an Automatic Aid Agreement with Delton Fire Department – Chief Stieve presented the background for this item to the Committee. He said that he had City Attorney Truman review the Auto Aid Agreement and she made some slight changes. Chief Stieve requested a compromise that the Committee try the agreement for one year and review it after that, with Delton Fire Department where the City would get a Tender in the rural area and an Engine in the Municipal area, so it would be the City and West Baraboo, and then the City would provide an Engine for the Village, Ho-Chunk, and the Airport, and also a Tender for the Town of Delton, and a small portion of the Town of Dellona. Attorney Truman gave a presentation of the documents and an explanation of how they were drafted and the implementation of said agreements. . Kolb said that the one thing he would like to see changed is that the Committee review the agreement one year after the signing of the agreement. After a lengthy discussion, Kolb asked if the changes requested were to be part of the motion. Attorney Truman said that they could be part of the motion or she took notes as discussion went along; therefore, the agreement with the changes as amended would be on the Council agenda. Kolb then verified the requested changes as being review by the PSC, and the other being review after one year. Kolb moved to move forward with the Automatic Aid Agreement with Delton Fire Department providing that the two conditions listed be met. Plautz seconded the motion. Motion carried unanimously.
- i. Review and approval of monthly Billing Adjustments/Credits for Sewer and Water Customers for March 2019 – Peterson gave reasons for credits and adjustments. It was moved by Kolb, seconded by Plautz to approve as presented. Motion carried unanimously.

### **Reports**

- a. Street Superintendent's Report – Gilman said that a lot was spent in March patching roads, and that a new material, a little more expensive was used on select areas in town, such as 8<sup>th</sup> and Broadway, 2<sup>nd</sup> Avenue, by Island Court. He said it seems to be holding better. Street sweeping is continuing. He said the department has been helping Parks with tree and stump removal, He said in April two sweepers have been working non-stop, and leaf vacs were out earlier than planned. The compost/brush area was discussed regarding non-residents emptying at the location. He said that the Police Department have been catching non-residents and turning them away. Gilman said that he is working on solutions. Salt usage as discussed. Pinion said that the City has already submitted a request to participate in the State Bid for salt, which will save money, and are waiting to hear back regarding eligibility. Gilman then presented the recycling program to the Committee. He said that Waste Management has sent out a flyer that what the City has been telling residents to do is not what they have been requesting of us. He said that in order for the City to do what Waste Management is requesting, it would require Code Ordinance changes. He said Waste Management is going to "no bag" policy; they want all recycling loose within the container. He said that the current ordinance specifically states that all recycling materials are to be placed in a clear plastic bag. Kolb asked if Attorney Truman was on board to make the changes, and it was stated that it has not gotten that far as of yet. Gilman said that Waste Management has 11x17 sheets of labels that are stuck to carts within the new changes and he is trying to request a supply for the City to use also. Kolb said the changes should go into the next Newscape. Pinion said that the City does want to promote recycling because it does save money; however, if compliance is not met the loads will be rejected and charged as trash, go into the landfill, and cost the City more money.
- b. Street Superintendent's Report – Peterson said that the Biosolids project was finalized and invoices will be sent to the outlying customers for their portion. He said that part of the Biosolids project was that MSA and Eugene Doro gave a presentation at the Wisconsin Rural Water meeting in LaCrosse and they have been invited to do another presentation in October in Green Bay at WWOA Conference. He said sewer crews were out cleaning mains, and at this time have about ten miles of main completed. He said the Water Utility is just starting to get into major maintenance. He said that Rob Klein was noted for a lifetime achievement award at the Rural Water Conference. Peterson said that the auditors were in the first week in April and it went very well. Peterson presented the results of the 2019 Wisconsin Surplus Auction and stated that they did very well.
- c. Police Chief's Report – Chief Schauf stated that it is not it does not apply in Wisconsin; however, there was a recent Appellate Court decision about use of chalking tire, and whether or not municipalities can do this. He said that it does not affect the City not, but it could in the future. Plautz asked if the Fourth Amendment was Search and Seizure, and Schauf asked in the affirmative. Schauf said that judges rules that even though the officers are not seizing anything, the action of placing chalk on the tires is in an attempt to complete a law enforcement seizure for when they violate in giving them a ticket. Schauf said that a new officer, Ian Carroll is in field training at the time. He said another officer will be starting in mid-June, and he is working on one more position being filled. He said that two promotions are being working on Detective Sargent and School Resource Officer. Schauf gave a brief report regarding recent Mental Health Commitments. Schauf then said that the week of May 12 is National Police Week, and new officers will be sworn in at the May 14 Council meeting.
- d. Fire Chief's Report – Chief Stieve said that second interviews for the Assistant Fire Chief/Training officer will take place tomorrow. He said that there was one resignation, with time restraints being noted as the issue. He said that three people have completed the on-line Fire Op 1 certification class and have passed their written test, and will do their practical May 5 and another on May 21. Three people completed Fire Officer II class, and successfully completed the written exam and will have their practical on May 21. He said three people in the process of completing Fire Inspector I classes. He said that the advertisement for the Building Inspector/Fire Inspector/On-Call Paid Firefighter position would go out soon with potential hiring in early summer.

**AJOURNMENT** – It was moved by Plautz, seconded by Kolb to adjourn at 2:13 p.m. Motion carried.

**Copies of these meeting minutes are on file in the Clerk's office:**

Board of Review 05-16-19

**Petitions and Correspondence Being Referred:** None.

**ADJOURNMENT**

Moved by Kolb, seconded by Ellington, and carried on voice vote, that the meeting adjourn at 7:28pm.

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Brenda Zeman, City Clerk